

UNITED STATES DISTRICT COURT  
DISTRICT OF KANSAS

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**POSITION VACANCY ANNOUNCEMENT**

**POSITION:** Law Clerk to Federal Magistrate Judge (Two positions)

**LOCATION:** Topeka, KS

**STARTING**

**SALARY RANGE:** JSP 11/1 to 12/10 (\$45,285 - \$70,555)

Starting salary varies according to Federal guidelines.

**ISSUE DATE:** December 20, 2002

**CLOSING DATE:** Open Until Filled

**BENEFITS:** Option to participate in Federal Employees Health Insurance Program, Group Life Insurance Program and Flexible Spending Accounts.

**POSITION FUNCTION**

The duties of the law clerk include extensive legal research and writing, drafting of memoranda, reports and recommendations and orders on a variety of criminal and civil litigation matters, as well as case management responsibilities.

**QUALIFICATIONS**

To qualify for the position the applicant must be a law school graduate. Excellent research, writing and communication skills are also important. Law review or related experience is helpful.

Applicants must present documentation of proof of citizenship for employment eligibility. This position is subject to mandatory electronic funds transfer participation for payment of net pay.

**APPLICATION PROCEDURE**

Applicants should forward cover letter, resume, with G.P.A. and class standing and writing sample to:

**U.S. District Court, District of Kansas  
Attn. Human Resources  
500 State Avenue, Room 259  
Kansas City, KS 66101**